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January 26, 2004

**FIELD OFFICE TECHNICAL GUIDE NOTICE OK450-172**

**SUBJECT:** Release of updated OK-CPA-4 and revised Section I Reference List

**Effective Date:** Effective when received.

**Explanation of Changes.** This FOTG notice transmits information regarding the posting of the current electronic version of ECS Form, OK-CPA-4, "Planning and Certification of Vegetation". The OK-CPA-4 (dated 01/04) is posted on the Oklahoma Public Website, under "Technical Resources, Oklahoma Standard Forms". All field office employees will need to use this current version of OK-CPA-4 for all future planning and certification of vegetation establishments.

The OK-CPA-4 has six separate worksheets which include an instruction page, a page for planning and documenting vegetation (Page 1), a page for planning and documenting soil fertility (Page 2), two example pages, and a planning summary worksheet for clients. The forms are designed to automatically transfer some data entries to other pages and calculate final units applied.

Prescribed Burning Management Plan (OK-CPA-338) (01/03) is being removed from Computer Templates list in Sec I, Oklahoma Reference List. The Prescribed Burning Management Plan can be accessed through the Job Sheets listing or the 338 standard.

**Filing Instructions.** The index and pages that are removed can be discarded.

**Remove**

Section I References List Index and  
Oklahoma Reference List dated 10/03

Vegetative Data Sheet (OK-CPA-4) (01/03)

**Insert**

Section I References List Index and  
Oklahoma Reference List dated 01/04

Vegetative Data Sheet (OK-CPA-4) (01/04)

*/s/ Kevin Norton, acting for*

M. DARREL DOMINICK  
State Conservationist

Enclosures

DIST: AO